

**NEW - Summer 2010 Training Dates for the CACFP
Participants Must Register Online**

Registration information will be E-MAILED to all agencies at the end of May. Please make sure your e-mail address is current on your FY 2010 Application/Agreement.

Feeding Kids in the CACFP – training sessions will provide administrators, directors and kitchen staff the knowledge and tools to assist agencies in creating a healthy environment by applying the following CACFP topics: menu planning on a budget, serving size requirements, Child Nutrition (CN) labels, menu ideas, how to get organized and more.

CACFP Recordkeeping (RK) Essentials – training sessions will cover administrative recordkeeping requirements. The RK session will give administrative staff an overview of the FFY 2011 Guidance Memorandum changes, review how to update the online Application/Agreement, and discuss what to expect on a CACFP review, including how to write corrective action responses. It will also provide a review of recordkeeping requirements such as best practices for organizing your CACFP paperwork, Civil Rights requirements, medical statements, and more.

Financial Management – this training session will provide a comprehensive review of all items associated with the CACFP reimbursement that is received, including payment of claims, tracking of food program costs & revenue, and allowable food program costs. The session will also review the seriously deficient process. It is strongly recommended that Authorized Representatives, Owners, and Board Directors of agencies currently participating in the CACFP attend this session.

Feeding Kids in the CACFP Training Sessions

All sessions will be held from 8:30 am – 12:30 pm

Green Bay, July 13 and August 10

Northeast WI Technical College

Hayward, July 14

Department of Natural Resources (DNR)

Wausau, July 15

Northcentral Technical College

Madison, July 23 and August 20

American Family Insurance

LaCrosse, July 27

Western WI Technical College

Milwaukee, July 28

Tommy G. Thompson Youth Center

Milwaukee, August 12

Oak Creek Community Center

Eau Claire, July 29

Chippewa Valley Technical College

CACFP Recordkeeping Essentials and Financial Management Training Sessions

- 8:30 am – 11:30 pm – Recordkeeping for Independent & Sponsoring Organizations
(lunch on your own from 11:30 am – 1 pm)
- 1:00 pm – 4:00 pm – Financial Management for Independent & Sponsoring Organizations

Green Bay, July 20

Northeast WI Technical College

Eau Claire, July 22

Chippewa Valley Technical College

Madison, August 2

American Family Insurance

Milwaukee, August 18

Tommy G. Thompson Youth Center